

**OPHIR HILL FIRE PROTECTION DISTRICT
AGENDA
BOARD OF DIRECTORS MEETING
Monday – September 12, 2022
4:30PM**

I. STANDING ORDERS

1. *CALL TO ORDER*
2. *PLEDGE OF ALLEGIANCE*
3. *ROLL CALL*
Others Present

II. SPECIAL ORDERS

1. Approve board minutes from previous meeting
2. Chief's Report
3. Financial Statements & Warrant Requests - Report copies and details will be provided at 4PM

**III. FIRE INSPECTIONS – Report and updates – Captain Nelson reports on a quarterly basis
2022:
March
June
September
December**

IV. OLD BUSINESS

Update on District Election

V. NEW BUSINESS

1. New ID badges
2. Firefighter Positions
3. Review and adopt the Resolution to approve Volunteer Fire Capacity Program (VFC) grant awarded by California Department of Forestry and Fire Protection

VI. CORRESPONDENCE

VII. PUBLIC COMMENT

VII. MOTION TO ADJOURN

PUBLIC COMMENT: The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Gov't. Code Section 59495.3). The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board, provided no action is taken in compliance with Gov't. Code Section 54954.3(a).

**This Agenda was posted 72 hours in advance of the meeting at the Ophir Hill Fire Protection District office
Online at www.Ophirhillfire.org

OPHIR HILL FIRE PROTECTION DISTRICT
Meeting Minutes
BOARD OF DIRECTORS MEETING
Monday, July 11, 2022
4:30 p.m.

I. STANDING ORDERS

1. CALL TO ORDER - Meeting called to order at 4:30 p.m. by Chairman Armacher
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL - Chairman Armacher, Vice-Chairman Borgnis, Director Sousa, Director Martin
Others Present: Chief Robb Rothenberger, Captain Nelson, Engineer Billberg, Board Secretary Monique Sousa
Absent: Director Peterson

II. SPECIAL ORDERS

1. Approve Board Minutes from previous meeting on June 13, 2022. Review amended Fund Balances from previous month

MOTION I - Vice-Chairman Borgnis motioned to approve meeting minutes
2nd by Director Martin

VOTE: Unanimous

2. Chief's Report

Chief report given by Chief Rothenberger – see report for details.

Firefighter Sarah Cartmell and Seasonal Firefighter Dylan Nichols have been hired. Firefighter Clint Fillyaw is leaving Ophir Hill Fire this month. Open seasonal firefighter position closes Friday, July 22. Engine 1 was in the Fourth of July Parade in Nevada City driven by Chairman Armacher and Director Martin.

3. Financial Statements and Warrant Requests

Monique Sousa reported the fund balances as outlined below:

Fund Balance for LAIF 721 \$ 954,825.00

Fund Balance for 727 LAIF \$

Fund Balance for 765 LAIF \$

West America Checking \$ 347,044.47

MOTION II – Vice-Chairman Borgnis motioned to approve financial statements and warrant requests.

2nd by Director Martin

VOTE: Unanimous

III. FIRE INSPECTIONS – report presented by Captain Nelson

2022

March

May

June

July – Captain Nelson reported. Updated on status of inspections that are in process. He will hold off on doing additional inspections until after the fire season.

September

December

IV. OLD BUSINESS

District election update: Current candidates should go to Nevada County Elections Office to fill out paperwork between July 18, 2022 and August 12, 2022.

V. NEW BUSINESS

No new business

VI. CORRESPONDENCE

No new correspondence

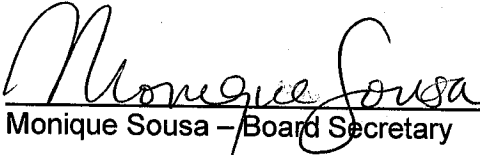
VII. PUBLIC COMMENT

No public comments

VIII. MOTION TO ADJOURN

MOTION III – Vice-Chairman Borgnis motioned to adjourn meeting at 5:06 p.m.
2nd by Director Martin
VOTE: Unanimous

Attest:


Monique Sousa – Board Secretary

09/12/2022
Date

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Fire Chief's Report

August 2022

Incidents

Date	Time	Type	Location	Agency
7/1	1010	Medical/Chest pain	Colfax Ave.	GRV
7/1	1443	Code 2 medical/NCSO Pt. check	Brooks Rd.	OPH
7/1	1915	Medical/Cardiac	Gold Hill Dr.	OPH
7/2	0727	Medical/Leg pain	Pleasant Ln.	OPH
7/2	1540	Vegetation fire WT-42	Lake Vera Purdon Rd.	Cal Fire
7/2	1851	Vegetation fire	Brunswick Rd.	NCC
7/3	0405	Medical/Ill person	Pleasant Ln.	OPH
7/3	2048	Medical/Fall	Collier Rd.	NCC
7/4	1014	Medical/Convulsion	Greenhorn Rd.	NCC
7/4	2351	Out of County E-523	Amador/Eldorado	Cal Fire
7/5	1855	Medical/High BP	Rattlesnake Rd.	OPH
7/6	1351	MVA	Hwy.174 X Brunswick Dr.	OPH
7/7	1559	FMS/Hazardous gas	Brunswick Dr.	OPH
7/7	1641	Vehicle fire	McCourtney Rd.	NCC
7/7	1954	Medical/Ill person	Rattlesnake Rd.	OPH
7/7	2118	Medical/Fall	Gem Ln.	OPH
7/9	1159	Medical/Diff. breathing	Lower Colfax Rd.	PCP
7/10	1343	Medical/Laceration	Collier Rd.	NCC
7/10	2255	Residential structure fire	Thomas Dr.	NCC
7/10	2322	Medical/Assault	Railroad Ave.	NEV
7/12	0710	Medical/Ill person	Greenhorn Rd.	NCC
7/12	1140	FMS/Electrical hazard	Brunswick Rd.	OPH
7/13	0807	MVA	Lower Colfax Rd.	PCP
7/14	1750	Public assist/Lift assist	Highland Dr.	OPH
7/15	0619	Vegetation fire WT-42	Scotts Flat Lake Rd.	Cal Fire
7/15	1047	Medical/Ill person	Greenhorn Rd.	NCC
7/15	1649	Residential structure fire	Cherokee Ln.	PCP
7/15	1718	Medical/Chest pain	Cedar Ridge Dr.	OPH
7/17	0119	Residential structure fire WT-42	Newtown Rd.	NCC

7/17	2113	Medical/Poss Covid	Cedar Ridge Dr.	OPH
7/18	1212	Medical/Heart attack	Highland Dr.	OPH
7/18	1750	Vegetation fire E-523	Dobbins	Cal Fire
7/19	0527	Residential structure fire	Tammy Wy.	NCC
7/20	1505	Debris fire	Hwy.174	OPH
7/21	0940	Medical/11-44	Rambling Rd.	OPH
7/21	2019	Public assist/Lift assist	Highland Dr.	OPH
7/22	1500	MVA	Hwy.174 X Meadow Dr.	PCP
7/24	0948	Medical/Fall	Bartlett Dr.	OPH
7/24	1552	Vegetation fire WT-42	Digger Hill Wy.	Cal Fire
7/24	1748	Medical/Assault	Lava Cap Mine Rd.	NCC
7/25	1500	Medical/Hand injury	McQuiston Ln.	PCP
7/26	1543	Public assist/ Lift assist	Omega Ct.	OPH
7/27	1113	Medical/Chest pain	Woodrose Wy.	OPH
7/27	1421	Residential structure fire	Gracie Rd.	NEV
7/27	1959	Public assist/Lift assist	Omega Ct.	OPH
7/28	1451	Vehicle fire	Hansen Ln.	PCP

Total incidents 46. 21 in OPH, 6 in PCP, 11 in NCC, 1 in GRV, 2 in NEV, 5 to Cal Fire.

Fire Chief's Report

September 2022

Incidents

Date	Time	Type	Location	Agency
8/1	0024	CO alarm	Brooks Rd.	OPH
8/2	2239	Smoke Check	Brunswick Rd.	OPH
8/3	1116	Medical/Poss.11-44	Nancy Ln.	OPH
8/4	0915	Medical/Chest pain	Gold Starr Ln.	NCC
8/4	1220	MVA	Hwy.174 X Peardale Rd.	PCP
8/5	1338	MVA	Rollins Lake	PCP
8/5	1456	MVA	Echo Glen Rd.	NCC
8/6	2048	Public assist/lift assist	Highland Dr.	OPH
8/9	1359	Public assist/Lift assist	Toby Tr.	NCC
8/9	1551	MVA	Brunswick Rd. X Loma Rica Dr.	NCC
8/9	1733	Vehicle fire	Hwy.174 X N. Day Rd.	PCP
8/10	0756	Medical/Chest pain	Beauview Rd.	OPH
8/10	1611	Medical/Medical alarm	Greenhorn Rd.	NCC
8/10	2259	Public assist/ Lift assist	Chatsworth Ln.	OPH
8/11	1245	Medical/Stroke	Bass Tr.	PCP
8/12	0945	FMS/Electrical hazard	Gold Hill Dr.	OPH
8/12	1144	MVA	Lower Colfax Rd.	PCP
8/13	0138	Code 2 medical/Ill person	Somerset Dr.	OPH
8/13	0824	Medical/Fall	Crescent Dr.	PCP
8/13	1049	Appliance fire	Gold Hill Dr.	OPH
8/14	0448	Medical/Back pain	Lava Cap Mine Rd.	NCC
8/14	1831	Medical/Difficulty breathing	Tammy Wy.	NCC
8/14	2106	Medical/Fall	Burma Rd.	PCP
8/15	1518	Vegetation Fire	Live Oak Ln. Colfax	Cal Fire
8/15	1742	Medical/Abdominal pain	Hidden Valley Rd.	NCC
8/16	1931	FMS/Gas hazard	Hollydale Rd.	OPH
8/16	2109	Public assist/Lift assist	Highland Dr.	OPH

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Ryan Kenny was hired as Seasonal FF.

And David Ray retired from the fire service after 49 years of service to Nevada County.

Roster is now currently at 16.

All equipment is in service and available.

Ophir Hill Fire Protection District
Fund Balances
As of August - 2022

Account	Fund			Total
	721	727	765	
LAIF	956,032.32	-	-	956,032.32
WestAmerica	164,197.08			164,197.08
Total	-	-	-	1,120,229.40

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Balance Sheet

As of August 31, 2022

	<u>Aug 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
1900-00 · LAIF FUND 721	956,032.32
1902-00 · WESTAMERICA CHECKING ACCOUNT	164,197.08
Total Checking/Savings	<u>1,120,229.40</u>
Accounts Receivable	
1910-00 · A/R Taxes	23,595.28
1911-00 · A/R Assessments Receivable	12,020.41
1912-00 · A/R Interest Receivable	361.30
1954-10 · Due from Other Gov't	3,583.66
Total Accounts Receivable	<u>39,560.65</u>
Total Current Assets	<u>1,159,790.05</u>
TOTAL ASSETS	<u><u>1,159,790.05</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000-00 · ACCOUNTS PAYABLE	47,270.00
Total Accounts Payable	47,270.00
Other Current Liabilities	
2500-00 · PAYROLL TAXES PAYABLE	35,420.14
2600-00 · HEALTH INSURANCE PAYABLE	-5,429.45
2700-00 · CalPERS RETIREMENT PAYABLE	-26,703.58
Total Other Current Liabilities	<u>3,287.11</u>
Total Current Liabilities	<u>50,557.11</u>
Total Liabilities	50,557.11
Equity	
3000 · Opening Bal Equity	-23,684.20
3001-00 · FUND BALANCE	1,286,561.30
Net Income	-153,644.16
Total Equity	<u>1,109,232.94</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,159,790.05</u></u>

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July through August 2022

	Jul - Aug 22
Ordinary Income/Expense	
Income	
4001-00 · CURRENT SECURED TAX	26,345.69
4003-00 · CURRENT UNSECURED TAX	51.27
4004-00 · PRIOR UNSECURED TAX	39.32
4017-00 · SUPPLEMENTAL SECURED TAX	3,462.97
4018-00 · SUPP UNSECURED TAX	96.88
4028-00 · SUPP PRIOR UNSECURED	2.14
4040-00 · ST HOMEOWNERS PROP	170.78
4301-00 · INTEREST INCOME	1,427.86
4496-00 · PROP 172	14,297.53
4511-70 · SPECIAL ASSESSMENTS	12,690.71
4620-00 · OTHER REVENUE	8,937.12
4640-00 · 727 to be transferred	776.52
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Total Income	68,298.79
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Gross Profit	68,298.79
Expense	
5050-00 · Salaries-Holiday Pay	0.00
5060-00 · Salaries-Vacation Buyback	0.00
5101-10 · Salaries-BOOKKEEPER	200.00
5101-21 · Salaries-O/T Chief	2,262.90
5101-30 · Salaries-OFFICE MGR.	3,175.20
5101-40 · Salaries-CAPTAIN	24,228.42
5101-41 · Salaries-O/T Captain	24,488.09
5101-42 · Salaries-OT Planned Capt	4,565.68
5101-50 · Salaries-Engineer	8,183.20
5101-51 · Salaries O/T Eng.	11,348.40
5101-52 · Salaries-OT Planned ENG	1,042.20
5102-00 · Salaries-SNL FF	32,212.00
5102-21 · Salaries-Cvg Relief Captain	0.00
5102-23 · Paid Call Firefighters	11,959.00
5102-25 · STRIKE TEAM PAY	0.00
5103-00 · RETIREMENT EXPENSE	9,799.19
5104-00 · GROUP INSURANCE	
5104-10 · Group Insurance	0.00
5104-20 · Group Insurance Reimbursement	6,117.20
5104-00 · GROUP INSURANCE - Other	4,824.99
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Total 5104-00 · GROUP INSURANCE	10,942.19
5105-00 · PAYROLL TAX EXPENSE	23,154.34
5106-00 · WORKERS COMP	20,263.00
5202-00 · CLOTHING	3,244.02
5202-10 · CLOTHING-UNIFORMS PERMANENT	3,200.00
5202-12 · CLOTHING-SNL UNIFORMS	0.00
5203-00 · COMMUNICATIONS	949.97
5205-00 · FOOD	17.04

OPHIR HILL FIRE PROTECTION DISTRICT - 721

Profit & Loss

July through August 2022

	Jul - Aug 22
5206-00 · HOUSEHOLD EXPENSE	989.82
5207-00 · INSURANCE	308.00
5209-00 · MAINT-EQUIPMENT	1,312.55
5209-10 · MAINT-OFFICE EQUIP	235.99
5210-00 · MAINT-STRUCTURE	870.82
5211-00 · MAINT-AUTO	8,347.75
5212-00 · MEMBERSHIPS	1,251.56
5213-00 · MEDICAL SUPPLY	489.96
5214-10 · SUPPLIES-OPERATING	175.67
5215-00 · PROFESSIONAL SERVICE	6,025.48
5217-00 · RENTS-EQUIPMENT	325.00
5219-10 · SMALL TOOLS-FIRE EQUIPMENT	1,270.90
5223-00 · FUEL	2,172.93
5224-00 · UTILITIES	2,601.13
5300-30 · OES MISC STRIKE TEAM EXPENSE	330.55
Total Expense	<u>221,942.95</u>
Net Ordinary Income	<u>-153,644.16</u>
Net Income	<u><u>-153,644.16</u></u>